

ADMINISTRATIVE NOTES

U. S. GOVERNMENT PRINTING OFFICE SUPERINTENDENT OF DOCUMENTS LIBRARY AND STATUTORY DISTRIBUTION SERVICE

Vol. 3, No. 9

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BIENNIAL REPORTS WANTED!

Most depository libraries have returned their BIENNIAL REPORT OF DEPOSITORY LIBRARIES distributed on Shipping List No. 17,069 dated April 14, 1982. However, we have yet to receive Reports from the following Libraries:

0005	0067B	0129A	0221B	0368A	0466	0564	0649
0005A	0068	0130B	0229A	0370A	0466A	0569	0650
0006A	0069A	0132	0234	0370B	0466B	0572	0654
0007	0070A	0133	0237A	0371A	0469	0585A	0657A
0007A	0071	0134	0241A	0372	0471A	0586A	0665
0009B	0073	0135	0241B	0377B	0471B	0591C	0666
0014	0075	0136	0246A	0378B	0477C	0591D	0667A
0018A	0077A	0140	0248	0379	0478A	0592A	0668A
0022A	0079A	0141	0253	0380	0481A	0594	0669
0033A	0080A	0145	0251A	0385A	0485A	0594A	0678A
0036	0083A	0147	0257A	0385A	0489	0594C	0679
0043	0085A	0160B	0261A	0386A	0489A	0595	0681A
0044A	0086	0164	0265	0399	0499A	0596	1000
0046	0087	0165	0269	0405A	0500	0596A	1002
0046C	0088A	0169B	0270A	0409A	0502A	0597B	1007
0049A	0092	0174	0277	0411	0504A	0604	1009
0050A	0093	0178A	0278B	0412A	0507A	0607	1015
0051	0094	0180A	0291B	0434	0515A	0608	1018
0055	0100	0184	0292A	0441A	0523	0617A	1023
0056A	0101A	0194	0308	0443	0523A	0620	1027
0057B	0102A	0195A	0308A	0443A	0533	0624	1034
0059B	0102B	0196	0312	0445B	0549	0627C	1037
0060A	0108	0199	0313	0447	0549A	0627D	1043
0061B	0109A	0204B	0318	0448	0550A	0629	1045
0061C	0122B	0209	0324	0455	0553	0632	1047
0062A00	0124	0211A	0334A	0457A	0553A	0640A	1049
0066C	0126	0217A	0342A	0460A	0558	0642	1051
0067	0126B	0219	0360	0461A	0558A	0643	

If your Library's number is listed here, please investigate. We have already heard from one library where a documents clerk put a SuDocs number on the Report and placed it on the shelf! If it happens that your Report has been lost or not received, we will gladly send you another one. Just drop a note to: Dan MacGilvray, Administrative Librarian, GPO, Library Division, 5256 Eisenhower Avenue, Alexandria, VA 22304.

ICC MOTOR CARRIER CASES VOL. 127

The INTERSTATE COMMERCE COMMISSION REPORTS, MOTOR CARRIER CASES, Volume 127, ICC 1 mot.8, Item 688, has not yet been issued. As soon as it is printed, distribution to depository libraries will be made. In the meantime, please do not claim.

BIN CONSTRUCTION NOTICE

Beginning on July 12th and extending through July 28th, we will be installing new larger bins in the depository distribution area to facilitate the processing of shipments to depository libraries and reduce postage. This activity will curtail the normal processing of depository shipments during the transition period. However, we will continue to mail separates, microfiche, and any title of major importance (i.e. Monthly Catalog).

The May computer printout update will be implemented once the installation is completed at the end of July. This printout update will include the new item standardization listed in your May instructions. There is no change in the state material you will receive but only to the item number suffix. The item numbers affected by this standardization by state are:

0102-B-nos.	0133-A nos.	0231-M nos.	0619 E-nos.
0110-B-nos.	0152-B-nos.	0361-A-nos.	0768-B-nos.
0152-A-nos.	0156-B-nos.	0594 C nos.	

Normal depository distribution should resume August 1, 1982.

CLAIM SYMBOLS

We would like to redefine for you the meaning of the symbols GPO stamps on your returned shipping list "claim forms". Please post this note wherever your claims are handled.

The "E" indicates that GPO's claim stock is "exhausted" and we cannot furnish the requested publications.

The "NS" indicates that the item number, under which the publication was shipped, was "not selected" by the library requesting the document. We cannot honor claims for items a library does not select.

PAPER MATE PENS

In ADMINISTRATIVE NOTES, Vol. 5, No. 6, dated June 1982, we stated that if you were looking for pens containing acid free ink for writing on microfiche envelopes that Paper Mate had the pen for you.

However, we have just been notified by Paper Mate that the Paper Mate medium point red ink pen has had its chemical properties changed and it is now acidic.

The good news is that the Paper Mate medium point blue ink pen contains acid free ink with a Ph value of between 7.2 -8.2 which makes it perfect for writing on microfiche envelopes.

Should you have questions on microfiche in general, write Mr. Duke Spence, Chief, Micrographics Section, U. S. Government Printing Office, 5256 Eisenhower Avenue, Alexandria, Virginia, 22304, telephone number (703) 557-1100.

